

Regular School Board Meeting

Monday, May 12, 2025 5:30 PM

High School Media Center, 420 Ypsilanti St., Dundee, MI 48131

I. Board President's Statement to the Public:
"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the 'Public Comment' portion of the meeting"

II. Pledge of Allegiance

III. Attendance

IV. Vocal Music Presentation

V. Administration Reports

VI. Informational Items

VI.A. Financials

VI.B. Credit Card Purchases

VI.C. 2025-2026 School Year Calendar

VII. Agenda

VIII. Consent Agenda

IX. Public Comment:

The purpose of public comment is to provide an opportunity for a member of the public to speak. The role of the board is to listen attentively and members of the Board will not be responding at this time. The presiding officer will refer questions to the Superintendent for research and response, if necessary. If you would like a response from the Superintendent or designee, you must provide contact information on the Public Comment Sign-In Sheet. We thank you in advance for sharing your thoughts and ideas.

» All members of the public that speak during "Public Comment" will need to state their name.

» We have designated up to 5 minutes per person.

No member of the public shall distribute materials at the meeting without prior approval. Please contact the Superintendent's office if you have any additional questions.

X. New Business

X.A. Transportation - Bus Purchase

X.B. Personnel

X.B.1. Teacher Hirings

X.B.2. District Nurse

X.B.3. Resignations

X.B.4. Leave of Absence

X.C. Band Field Trip

X.D. Copier Contract

X.E. High School Gym Floor Resurfacing

X.F. Food Service Bid

X.G. MCISD Bi-annual Election

X.H. MCISD Budget Resolution

X.I. GSRP/Head Start Playground Equipment

XI. **Superintendent**

XII. **Board Comments**

XIII. **Adjournment**

Dundee Community Schools
Financial Report
April 2025

Check/Voucher Register	Food Service				2022 Debt							Total
	General Fund	School Service	Student Activity	Technology	2015 Debt Fund	2018 Debt Fund	Retirement Fund	Capital Projects-41	Athletic Complex	CP LTGO BOND-44	Bond 2022 Capital Projects-45	
04/01/2025-04/30/2025	\$ 1,576,865.31	\$ 89,744.20	\$ 38,927.45	\$ 4,058.42	\$ 1,255,625.00	\$ 894,025.00	\$ 504,375.00	\$ -	\$ -	\$ -	\$ 129,244.00	\$ 4,492,864.38
Credit Card Transactions	\$ 7,440.65	\$ -	\$ 610.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,051.14

Gross payroll	4/10/2025	\$ 692,559.14	\$ 4,074.10	\$ 9,833.08								\$ 706,466.32
	4/25/2025	\$ 694,461.53	\$ 2,682.08	\$ 9,833.08								\$ 706,976.69
												\$ -

Year to date receipts

Receipts through 04/01/2025	\$ 17,199,834.92	\$ 895,620.70	\$ 363,922.59	\$ 994,980.95	\$ 1,461,343.18	\$ 906,403.75	\$ 947,422.98	\$ 8,079.92	\$ -	\$ -	\$ 217,561.22	\$ 22,995,170.21
Percent of budget	75.80%	92.61%	103.98%	121.29%	14.63%	142.97%	147.60%	3.98%	0.00%	0.00%	108.78%	

Year to date disbursements

Disbursements 04/01/2025	\$ 15,202,908.06	\$ 1,014,340.66	\$ 291,508.05	\$ 483,630.19	\$ 1,514,343.89	\$ 969,453.29	\$ 1,010,448.05	\$ -	\$ -	\$ -	\$ 6,868,110.92	\$ 27,354,743.11
Percent of budget	64.58%	97.60%	83.29%	85.18%	95.00%	110.17%	100.07%	0.00%	0.00%	0.00%	51.87%	

Bank	Type of investment/account
Old National	General Fund Checking
Old National	Debt Fund Checking
Old National	Student Activities
Old National	Food Service

Dundee Community Schools
2025-2026 District Calendar

DUNDEE 2025-2026					Stu	Stu	Teach
Dundee, MI 48131					#Wks	#days	#days
M	T	W	R	F			
AUGUST							
11	12	13	14	15	0	0	0
18	19	20	21	22	0	0	2
25	26	27	28	29	1	4	4
SEPTEMBER							
1	2	3	4	5	2	4	4
8	9	10	11	12	3	5	5
15	16	17	18	19	4	5	5
22	23	24	25	26	5	5	5
29	30				6	2	2
OCTOBER							
		1	2	3	6	3	3
6	7	8	9	10	7	5	5
13	14	15	16	17	8	5	5
20	21	22	23	24	9	5	5
27	28	29	30	31	10	4	5
NOVEMBER							
3	4	5	6	7	11	5	5
10	11	12	13	14	12	5	5
17	18	19	20	21	13	5	5
24	25	26	27	28	14	2	2
DECEMBER							
1	2	3	4	5	15	5	5
8	9	10	11	12	16	5	5
15	16	17	18	19	17	5	5
22	23	24	25	26	18	0	0
29	30	31			19	0	0
JANUARY							
			1	2	20	0	0
5	6	7	8	9	18	5	5
12	13	14	15	16	19	5	5
19	20	21	22	23	20	4	4
26	27	28	29	30	21	5	5
FEBRUARY							
2	3	4	5	6	22	5	5
9	10	11	12	13	23	5	5
16	17	18	19	20	24	4	4
23	24	25	26	27	25	5	5
MARCH							
2	3	4	5	6	26	5	5
9	10	11	12	13	27	5	5
16	17	18	19	20	28	5	5
23	24	25	26	27	29	5	5
30	31				30	0	0
APRIL							
		1	2	3	31	0	0
6	7	8	9	10	30	4	4
13	14	15	16	17	31	5	5
20	21	22	23	24	32	5	5
27	28	29	30		33	4	4
MAY							
				1	33	1	1
4	5	6	7	8	34	5	5
11	12	13	14	15	35	5	5
18	19	20	21	22	36	5	5
25	26	27	28	29	37	4	4
JUNE							
1	2	3	4	5	38	5	5
8	9	10	11	12	0	0	0
15	16	17	18	19	0	0	0
22	23	24	25	26	0	0	0
29	30						
Totals					Totals	180	183

Beginning with the 2016-17 school year, all districts must provide at least 180 days of instruction pursuant to Section 101(3)(b) Pupil instructional days for kindergarten may be scheduled for a half-day session, a full-day session, or an alternative-day session; thus, kindergarten is not required to meet a minimum number of days.



Handwritten signatures and notes:
 A.H.K.
 Jethro

All districts must provide at least 180 days of instruction					
Scheduled Days)	Q1	Q2	Q3	Q4	Actual
Student Days(180)	38	41	47	54	180
Teacher Contract Days(185)	40	42	48	53	183
1/2 Day PD Days (3)	0	0	2	1	3
Full Professional Days (3)	2	1	0	0	3

Act of God make up days will be added to the end of the school year (June) as needed.
 All 1/2 days have the following dismissal times:
 5-8 dismiss 11:00 a.m. & 9-12 dismiss 11:03 a.m.
 Riverside Academy (RA) 11:10 a.m.
 Young 5s - 4th grade dismiss 12:05 p.m.

Scheduled School Times Full Day:
 Elementary 8:35 am - 3:40 pm
 MS 7:25 am - 2:20 pm
 HS 7:30 am - 2:25 pm
 Riverside Academy (RA) 7:40 am - 2:25 pm

Regular School Board Meeting
Monday, April 14, 2025 5:30 PM Eastern

High School Media Center
420 Ypsilanti St.
Dundee, MI 48131

Christian Freshour: Present
Tara McKenzie: Present
Patricia Motylinski: Present
Keith Pilbeam: Present
Carol Reaume: Absent
Crystal Root: Present
Kimberly Wilkins: Present
Present: 6, Absent: 1.

I. Board President's Statement to the Public: **"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the 'Public Comment' portion of the meeting"**

Board President, Christian Freshour, called the meeting to order at 5:30 p.m.

II. Pledge of Allegiance

III. Attendance

IV. Administration Reports

Mr. Leach shared resources such as Ok to Say and Care Solace
Each building administrator reported to the Board.

V. Informational Items

V.A. Financials

No Questions

V.B. Credit Card Purchases

No Questions

V.C. Correspondence - Card from Tecumseh Schools Superintendent's Office

VI. Agenda

To approve the April 14, 2025 Regular Board Meeting Agenda as presented. This motion, made by Patricia Motylinski and seconded by Kimberly Wilkins, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

No Discussion.

VII. Consent Agenda

Approval of the March 10, 2025 Regular Meeting Minutes; Approval of General Fund Operational and Internal Accounts Invoices. This motion, made by Keith Pilbeam and seconded

by Tara McKenzie, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

No Discussion.

VIII. Public Comment:

The purpose of public comment is to provide an opportunity for a member of the public to speak. The role of the board is to listen attentively and members of the Board will not be responding at this time. The presiding officer will refer questions to the Superintendent for research and response, if necessary. If you would like a response from the Superintendent or designee, you must provide contact information on the Public Comment Sign-In Sheet. We thank you in advance for sharing your thoughts and ideas.

» *All members of the public that speak during "Public Comment" will need to state their name.*

» *We have designated up to 5 minutes per person.*

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The Board took public comment regarding the recent student's suicide.

IX. New Business

IX.A. Elementary Field Trips

IX.A.1. Toledo Mud Hens

To approve the Elementary to take one student per classroom to the Toledo Mud Hens game on May 21, 2025. This motion, made by Keith Pilbeam and seconded by Kimberly Wilkins, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

No Discussion.

IX.A.2. Young 5s Toledo Zoo Field Trip

To approve the Young 5s students and staff travel to the Toledo Zoo on May 29, 2025. This motion, made by Tara McKenzie and seconded by Crystal Root, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

No Discussion.

IX.B. Custodial Services Bid

To accept the Custodial Bid from Auxilio Services with a three-year contract, as presented. This motion, made by Patricia Motylinski and seconded by Kimberly Wilkins, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

Mr. Leach directed the board to the spreadsheet included in the board packet, which showed that Auxilio Services had the lowest bid.

There was a discussion regarding the square footage, and it was clarified that the bid is based on Cleanable Square Footage.

IX.C. Pool Deck Drain Replacement Bid

To approve utilizing Adrian Mechanical for the High School Pool Deck Drain Replacement, at a cost not to exceed \$204,310 (\$2,043.10 Capital Projects and \$202,266.90 Bond Funds). This motion, made by Keith Pilbeam and seconded by Patricia Motylinski, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea
Yea: 6, Nay: 0, Absent: 1

Only one bid was received (The request to bid was posted on the Sigma state website)

IX.D. Personnel

IX.D.1. Resignation

To accept the resignation of Janie Sisk, Middle School Lunch/Recess Paraprofessional effective 4/7/2025. To accept the resignation of Jay Haselschwerdt, Varsity Boys' Basketball Coach effective immediately. This motion, made by Keith Pilbeam and seconded by Crystal Root, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea
Yea: 6, Nay: 0, Absent: 1

Mr. Haselschwerdt remains as a teacher in the district.

IX.D.2. Hiring

To approve the hiring of Erin Alston as the Middle School/High School Social Worker at a salary of \$55,000.00 and full benefits prorated for the 2024-2025 school year. For the 2025-2026 School Year, the salary will be \$55,000.00 and full benefits. This motion, made by Tara McKenzie and seconded by Patricia Motylinski, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea
Yea: 6, Nay: 0, Absent: 1

Mr. Leach noted that this position has been open since the first of the school year.

Discussion regarding promoting from within for anyone interested in the field.

X. Superintendent

- At the May Board Meeting, the district will recommend the purchase of 1 or 2 buses.
- The Food Service Bid will be recommended at the June meeting.
- Thank you to the ISD for the support and services provided over the past couple of weeks.

XI. Board Comments

Thank you to everyone who came to the meeting tonight.

There was a suggestion to take a look at the bullying policy.

Bullying needs to get under control.

Condolences to the Creque family

XII. Adjournment

To adjourn the April 14, 2025 regular school board meeting. This motion, made by Keith Pilbeam and seconded by Patricia Motylinski, Passed.

Carol Reaume: Absent, Christian Freshour: Yea, Tara McKenzie: Yea, Patricia Motylinski: Yea, Keith Pilbeam: Yea, Crystal Root: Yea, Kimberly Wilkins: Yea

Yea: 6, Nay: 0, Absent: 1

No Discussion. 7:25 p.m.



Dundee Community Schools

Vision Statement: "Students First" – Inspire, Educate, Innovate, Celebrate
Mission Statement: Dundee Community Schools is setting a course for student success. We will challenge and inspire ever student, every day, in every class through innovation and dedication - promoting knowledgeable, responsible, and caring citizens.

Kimberly Worden
Kimberly.Worden@dundeeschools.org
Business Manager

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-6102

To: Dundee Community Schools Board of Education
From: Scott Leach
Date: May 5, 2025
Re: Request to purchase two buses from Midwest

I am recommending Dundee Community Schools to purchase two buses from Midwest. One bus will be delivered as soon as possible and before June 30, 2025. The second bus will be delivered after July 1, 2025.

I am recommending to purchase two return leases in the amount of \$99,967.00 each (\$99,967.00X2 = \$199,934). The bus for Fiscal year 2025 will be 100% paid with grant funds. The bus being delivered after July 1, 2025 will be purchased with Grant funds, but a small percentage may have to come from General fund, pending final state budget.

Below are the options we were presented:

**2020 IC CE 77 pass Cummins Diesel, Hydraulic brake bus(1 available) (U24-315)-
\$79,958.00**

**2022 IC CE 77 pass Cummins Diesel, Hydraulic brake bus(1 available)(U24-228)-
\$99,967.00**

**2021 IC CE 71 pass Cummins Diesel, Hydraulic brake bus(1 available)(U25-273)-
\$89,750.00**

**2022 IC CE 77 pass Cummins Diesel, Air brake bus(2 available)(U24-227)-
\$99,151.00**

**2026 IC CE 77 pass Cummins Diesel, NEW air brake bus(5+ available)(26-132)
\$145,430.00**

**2026 IC CE 77 pass Cummins Diesel, New Hydraulic brake bus(5 available)(26-131)
\$146,876.00**



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Shana Love
shana.love@dundeeschools.org
Elementary Principal

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350 Ext. 12000

To: Scott Leach
CC: Jenny Wilson
From: Shana Love
Date: April 23, 2025
Re: DES Teacher

Our interview committee is recommending the hire of Elena Borbely to fill our elementary school teacher vacancy. We recommend step one in the contract to start the 2025/2026 school year. She was interviewed by our committee on Monday, April 14th and Thursday, April 17th.

The interview team consisted of the following individuals:

- Shana Love (administrator)
- Jay Briggs (administrator)
- Carrie Sampson (reading specialist)
- Breann Teszner (K teacher)
- Scott Burger (3rd grade teacher)
- Emily England (4th grade Teacher)
- Ginger Agby (DESPA staff & parent)

Thank you and please let me know if you need any additional information.



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Shana Love
shana.love@dundeeschools.org
Elementary Principal

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350 Ext. 12000

To: Scott Leach
CC: Jenny Wilson
From: Shana Love
Date: April 23, 2025
Re: DES Teacher

Our interview committee is recommending the hire of Ella Woelke to fill our elementary school teacher vacancy. We recommend step one in the contract to start the 2025/2026 school year. She was interviewed by our committee on Monday, April 14th and Thursday, April 17th.

The interview team consisted of the following individuals:

- Shana Love (administrator)
- Jay Briggs (administrator)
- Carrie Sampson (reading specialist)
- Breann Teszner (K teacher)
- Scott Burger (3rd grade teacher)
- Emily England (4th grade Teacher)
- Ginger Agby (DESPA staff & parent)

Thank you and please let me know if you need any additional information.



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Shana Love
shana.love@dundeeshools.org
Elementary Principal

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350 Ext. 12000

To: Scott Leach
CC: Jenny Wilson
From: Shana Love
Date: April 23, 2025
Re: DES Music Teacher

Our interview committee is recommending the hire of Tim Hawkins to fill our elementary school music teacher vacancy. We recommend honoring his years of service with the five years granted in the contract and starting him at step six to start the 2025/2026 school year. He was interviewed by our committee on Thursday, April 16th and Monday, April 21st.

The interview team consisted of the following individuals:

- Shana Love (administrator)
- Jay Briggs (administrator)
- Carrie Sampson (reading specialist)
- Sadie Trudeau (STEAM teacher)
- Kristyn DeMint (Art Teacher)
- Annette Sauers (Music Teacher)
- Jenny Clawson (DESPA staff & parent)

Thank you and please let me know if you need any additional information.



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Shana Love
shana.love@dundeeschools.org
Elementary Principal

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350 Ext. 12000

To: Scott Leach
CC: Jenny Wilson
From: Shana Love
Date: April 30, 2025
Re: DES Teacher

Our interview committee is recommending the hire of Emma Olrich to fill our elementary school teacher vacancy. We recommend step one in the contract to start the 2025/2026 school year. She was interviewed by our committee on Monday, April 28th and Thursday, April 30th.

The interview team consisted of the following individuals:

- Shana Love (administrator)
- Jay Briggs (administrator)
- Carrie Sampson (reading specialist)
- Scott Burger (3rd grade teacher)
- Emily England (4th grade Teacher)
- Ginger Agby (DESPA staff & parent)

Thank you and please let me know if you need any additional information.



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Bryan Schroeder
bryan.schroeder@dundee.k12.mi.us
High School Principal

130 Viking Drive
Dundee, MI 48131
Phone: 734-529-7008 Ext. 14000

TO: Scott Leach

FROM: Bryan Schroeder, HS Principal

RE: Social Studies Position

DATE: May 8, 2025

On April 29th interviews were conducted for a High School Social Studies teaching position. The interview committee consisted of one administrator and three teachers. Two candidates were selected to interview.

The interview process was conducted following School Board Policy 3120. The interview committee consisted of three teachers, Debra Sontag-Cheema, Paul Walters and Nick Kopp and myself, Principal Bryan Schroeder.

The committee unanimously selected Jacob Delmotte as our recommendation. I am recommending that he be hired at BA step 1 per the DEA contract.

I am hopeful that this recommendation is approved and we can get Jacob transitioned into this position. I have contacted Jacob to let him know that the committee has selected him as the recommendation for this position.



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Scott Leach
scott.leach@dundeeshools.org
Superintendent

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350

To: Dundee Community Schools Board of Education
From: Scott Leach
Date: April 30, 2025
Re: District Nurse Recommendation

AL

On Tuesday, April 29, an interview committee met with and interviewed Ms. Rachel Palmer for our District Nurse position. Ms. Palmer has nine years of experience as a school nurse eight of those years was here at DCS. The committee was tasked with determining if Ms. Palmer would be a quality fit for our school district and have the qualifications needed to fill the position.

The committee unanimously recommended the hiring of Ms. Rachel Palmer for our District Nurse position.

The interview committee members in attendance:

- Shana Love, Elementary Principal
- Jenny Wilson, Executive Assistant
- Shely Ott, Part-time Middle School Administrative Assistant/Part-time Middle School Library
- Margot Lecklak, MCISD Mental Health Coordinator, Community Member
- Scott Leach, Superintendent
- Olivia Heisler, Middle School Special Education Teacher- Invited but could not attend.

Dundee Community Schools

2025 Copier/Print Services Contract Renewal



From: Tom Litchford

To: The DCS Board

Proposal:

Upon the conclusion of our 2019 5-year contract for copier/print services, we solicited bids from three vendors for a new 5-year contract. We received bids from Perry ProTech, Applied Innovation, and VisualEdge IT.

Based on the similar costs of the three bids, I am recommending a renewal of our contract with Perry ProTech, based on the level of service we know they are able to provide. In addition, Perry ProTech will return our current machines to the leasing company at no cost to the district.

Recommended Bid:

Perry ProTech – \$3,440/month

Other Bids:

Applied Innovations – \$3,331.97/month

Visual Edge IT – \$3,366.50/month



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David Todd, Facilities Director
david.todd@dundeeschools.org

420 Ypsilanti Street
Dundee, MI 48131

To: Scott Leach, Superintendent
From: David Todd, Facilities Director
Date: May 5, 2025
Re: High School Gym Floor Resealing

I am recommending a 3-year gym floor maintenance contract with **Floor Care Concepts** at a locked-in annual rate of **\$8,389.07**, totaling **\$25,167.21** through 2027. This maintenance plan ensures consistent care, predictable budgeting, and maintains and extends the current warranty on our gym floor.

3 Year Maintenance Contract Breakdown

Year 1 – 2025

- **Service:** Recoat main game floor and border area (5,800 sq ft)
- **Cost:** \$8,389.07
- **Billing Date:** July 1, 2025

Year 2 – 2026

- **Service:** Clean and burnish entire gym floor (18,720 sq ft)
- **Cost:** \$8,389.07
- **Billing Date:** July 1, 2026

Year 3 – 2027

- **Service:** Recoat entire gym floor (18,720 sq ft)
- **Cost:** \$8,389.07
- **Billing Date:** July 1, 2027

Total 3 Year Contract Cost: \$25,167.21

[Quotes](#)



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Kimberly Worden
Kimberly.Worden@dundeeschools.org
Business Manager

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-6102

To: Dundee Community Schools Board of Education
From: Scott Leach
Date: May 9, 2025
Re: Recommendation for Food Service Management Company

Dundee Community Schools had six vendors who attended the pre-bid meeting and four of those vendors submitted a bid. The committee of Scott Leach, Jenny Wilson, Shana Love, and myself met and went over all four bids that were received. After a very detailed review of all four bids, including using a rating calculation sheet from the Michigan Department of Education, it is our recommendation to award the bid to Nutrition Inc. D/B/A The Nutrition Group.



Monroe County Intermediate School District
Human Resources and Legal Services
1101 S. Raisinville Road
Monroe, Michigan 48161
734-242-5799

Memorandum

TO: Monroe County Superintendents

FROM: Anya Lusk, Assistant Superintendent for Human Resources & Legal Counsel

DATE: March 17, 2025

SUBJECT: 2025 MCISD Board of Education Election – Constituent District Resolution

Under the Revised School Code, MCL 380.1, *et seq.* and Election Law, MCL 168.1, *et seq.*, boards of education for intermediate school districts are required to hold an election for at least one board member every two years. This year, MCISD has one board seat (held by Paul Miller) set to expire on June 30, 2025.

MCISD board members are not selected via popular elections but are, instead, chosen by representatives appointed by the constituent districts at a biennial election meeting. The process below outlines the deadlines and actions required by MCISD and the constituent districts to designate a representative and identify the candidate each board supports:

Open MCISD Board Seat: One (1) 6-year term (July 1, 2025 – June 30, 2031)	
Date/Deadline	Action
May 5, 2025	Deadline for candidates to file either an <i>ISD Nominating Petition</i> (available from the county clerk) or a \$100 filing fee and two (2) Affidavits of Identity with the county clerk.
Before May 12, 2025	Constituent districts must consider who to designate as the representative during at least one public board meeting before adopting the resolution to appoint a representative and identify its chosen candidate.
May 12, 2025 or later	Each local district must adopt a resolution which: (1) designates its representative; and (2) identifies the candidate the representative is required to vote for during the MCISD biennial election meeting. Please forward a copy of the resolution to Dr. Stephen McNew.
May 23, 2025	Deadline by which the MCISD board secretary must send notice of the date, time, and place of the biennial election meeting.
June 2, 2025	Date of the biennial election meeting.



**SAMPLE RESOLUTION TO DESIGNATE CONSTITUENT DISTRICT REPRESENTATIVE
AND IDENTIFY MCISD BOARD OF EDUCATION CANDIDATE**

WHEREAS, the biennial election of the Monroe County Intermediate School District Board of Education (MCISD Board) will be held on Monday, June 2, 2025;

WHEREAS, the MCISD Board member will be elected by an electoral body comprised of one (1) person designated by the board of education for each constituent district;

WHEREAS, this Board of Education is required to consider a resolution to designate a representative at least one public meeting before adopting this resolution; and

WHEREAS, in accordance with Section 614(2) of the Revised School Code, MCL 380.614(2), this Board seeks to designate _____ as its proposed representative and _____ as an alternate representative in the event the designated representative is unable to attend and further desires to direct said designated or alternate representative to vote on behalf of this Board for a specific candidate.

THEREFORE, BE IT RESOLVED, that:

1. This Board designates _____ as its representative for the electoral body which will elect one (1) candidate on Monday, June 2, 2025 to serve on the MCISD Board and _____ as an alternate in the event the designated representative is unable to attend.

2. The designated and alternate representatives are directed to cast a vote on at least the first ballot on behalf of this Board for _____.

3. The Secretary of this Board will file a certified copy of this resolution with Dr. Stephen McNew, Superintendent for MCISD.

CERTIFICATE OF SECRETARY

I, the undersigned, being the duly qualified and acting Secretary of the Board of Education of _____, certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a regular meeting held on the ____ day of _____, 2025, the original of which is on file in my office, and that public notice of said meeting was given to the public pursuant to Act 267, Public Acts of Michigan, 1976.

Secretary, Board of Education

RESOLUTION

WHEREAS, Section 380.624 of the Revised School Code requires that the Monroe County Intermediate School Board (MCISD) present its proposed budget to each constituent district for review by no later than May 1st; and

WHEREAS, not later than June 1st, the Board of Education of each constituent school district shall review the proposed 2025-2026 MCISD budget; and

WHEREAS, not later than June 1st, the Board of Education of each constituent school district shall adopt a resolution expressing support for or disapproval of the proposed MCISD budget and shall submit to the MCISD board any specific objections and proposed changes it has to the proposed budget; and

THEREFORE, be it resolved, that the Board of Education of Dundee Community Schools adopts this resolution expressing its support of the MCISD 2025-2026 proposed budget.

Presented, approved, and adopted this 12th day of May, 2025.

Members Present:

Members Absent:

Resolution Passed _____ to _____

Tara McKenzie, Dundee B.O.E. Secretary

Date



Dundee Community Schools

Vision Statement: "Students First" – Inspire, Educate, Innovate, Celebrate
Mission Statement: Dundee Community Schools is setting a course for student success. We will challenge and inspire every student, every day, in every class through innovation and dedication - promoting knowledgeable, responsible, and caring citizens.

Shana Love
shana.love@dundeeschools.org
Elementary Principal

420 Ypsilanti Street
Dundee, MI 48131
Phone: 734-529-2350 Ext. 12000

To: Scott Leach
CC: Jenny Wilson
From: Shana Love
Date: July 23, 2024
Re: DES GSRP New Playground Purchase Memo

DES will be adding new playground equipment to the preschool playground for the 2025/2026 school year. The quote includes demolition of the current playground structure, removal of all peastone and the addition of the new play structure with wood chips underneath. Our recommendation is to go with the alternative bid from Midwest Recreation Products plus their add on #2 for a total of \$73,474.25. This cost will be shared between the two GSRP classrooms (67% of the cost) and the Head Start classroom (33% of the cost) as they all utilize the playground.

The quotes we received are as follows:	Bid 1	Bid 2
• Penchura	\$49,186	\$58,596
• Midwest Recreation Product	\$59,456	\$66,274+\$7,200 (voluntary option)
• Sinclair Recreation	\$56,650	\$66,800
• Great Lakes	\$65,000	\$70,000

Thank you and please let me know if you need any additional information.